

April 25, 1999

My name is Sinclair Oubre, and I am the unlicensed deck department representative to the Merchant Marine Personnel Advisory Committee. Holding that seat, Mr. Bill Eglinton has assigned me to chair the Performance Measures Development Work Group For Ratings Forming Part of the Navigation Watch.

Besides being a very long title for a committee, it also entails a large task. The Coast Guard has asked us to develop performance measures which can be used to assess mariner competencies listed in the International Convention on standards of Training Certification and Watchkeeping for Seafarers. This will be done by taking the charts found in the STCW '95 convention, and expand them so that schools and assessors can clearly, fairly and consistently assess the mariner's competence for the his or her shipboard position.

Some significant work has already been done at some of our union maritime training centers, state maritime academies and company training offices. However, the merging of these individual programs and the need to develop a consensus among the different stakeholders entails that the work and research that has occurred in these different places be brought together, collated and synthesized into a single document which the Coast Guard can use as a model to judge whether individual training courses or programs meet the minimum standards required by STCW '95.

Enclosed in this packet of materials is:

- 1. An address Form**
- 2. Stabled Packet of Materials:**
 - a. The MERPAC Task Statement #19: Performance Measures for Development Work Groups**
 - b. Guidelines For Developing Performance Measures To Support Assessments of Competence Under STCW**
 - c. The International Maritime Organization Guidance on Shipboard Assessments of Proficiency**
 - d. An Example Assessment Chart Designed for First Aid Proficiencies**
- 3. A Copy of USCG's STCW Brochure**

- 4. The “Strawman” for Specifications of Minimum Standards**
- 5. A Blank STCW Assessment Table Worksheet**

Before one begins to look at the “strawman” and make suggestions or comments, I would invite you to go to the STCW ‘95 convention and read the pertinent parts which deal with Ratings Making Up Navigation Watch. If you do not have a copy of STCW ‘95, it can be purchased through the International Maritime Organization.

As I perused my copy, I found the following references in the convention that would be relevant to the task at hand:

A. STCW CONVENTION: Resolution of the 1995 Conference

Chapter II: Master and Deck Department - Regulations II/1-4 (pages 35-38)

B. STCW CODE: Seafarers’ Training, Certification and Watchkeeping Code

1. Chapter II: Standards Regarding the Master and Deck Department - Section A-II/1-4, (pages 25-69), but specifically Section A-II/4 (pages 67-69). *This is where the specific tables for ratings making up a navigation watch can be found.*

2. Chapter VIII: Standards Regarding Watchkeeping - Section A-VIII/1-2 (pages 139-151)

3. Annex 2 - Part B: Chapter II: Guidance Regarding the Master and the Deck Department - Section B-II/1-4 (pages 203-209), but specifically Section B-II/4 (page 209)

C. *If you have a later copy of STCW ‘95, it will contain this third section: IMO Workshop on Implementation of the Revised STCW Convention*

1. Approval of training and assessment provisions (pages 17-23)

2. Seafarers (page 41)

3. Training and Assessment (page 42-44)

What must be done:

Fill out the enclosed address form - The Coast Guard is not covering the expenses connected with this task. This means that each working group chairman or chairwoman must cover the cost for copying and postage to the members of the specific work group. The more information that can be shared among members of

the work group by email will assist the work group chair in holding down his or her personal expenses.

ALL ATTACHED FILES TO EMAIL USE RICH TEXT FORMAT - I hope that most if not all the correspondence that will take place between the members of the work group, and the member and myself will be conducted via email. This means that it is imperative that I receive email addresses from each member. I will then communicate those email addresses to each member. However, since different members may be using different operating systems or word processing programs, it is necessary that any file that is attached to an email message be read by all members regardless of their systems. Therefore, the all members of the different work groups will be translating any attached files into RTF or rich text format before sending.

ALL COMMENTS FOR FIRST DRAFT DUE BY June 1, 1999: The MERPAC Chairman, Bill Eglinton, has asked that a first draft be prepared and delivered to his office by July 1, 1999. This will require that all suggestions and comments be collated, and edited before July 1. After the first draft has been published, there will be opportunity to review this work, and make additional comments. The final document will be reviewed by the entire MERPAC committee at its September meeting. At that time it is hoped that a final recommendation can be made to the Coast Guard.

Please review all the documents, and lets get to work. You can reach me at my office:

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Sincerely yours,

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Chairman
Ratings Forming the Navigation Watch Work Group